



## COMMONWEALTH of VIRGINIA

### DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

**GREGORY A. WHIRLEY**  
COMMISSIONER

June 21, 2012

To: County Administrators/City and Town Managers

Subject: FY 2013 Revenue Sharing Program Approval

At its June 20<sup>th</sup> meeting, the Commonwealth Transportation Board approved allocations for the Fiscal Year 2013 Revenue Sharing Program. A list of approved projects can be found on our website at: <http://www.virginiadot.org/business/local-assistance.asp>. Your local VDOT representative will be contacting you on the next steps to ensure these projects begin moving forward, such as executing or modifying agreements, or requesting you provide your matching funds.

The Department will begin implementing the next de-allocation review within the next few weeks. This is based on the language in the *Code of Virginia* which states that "any revenue-sharing funds for projects not initiated after two subsequent fiscal years of allocations may be reallocated at the discretion of the Commonwealth Transportation Board." This provision is intended to ensure funds are utilized in a timely manner. If you have funds subject to de-allocation, your local VDOT representative will be contacting you in the next few weeks to discuss this and provide you with an opportunity to review available options to possibly avoid forfeiture of these funds. A copy of the Revenue Sharing deallocation process is available on our website.

It should also be noted that there were legislative changes during this year's General Assembly that affected the Revenue Sharing program. We are currently working on updating the *Revenue Sharing Program Guidelines* and anticipate having these approved at the July CTB meeting. Once this program administration document is approved it will be posted on our website as well.

The Department looks forward to working with you on the Revenue Sharing Program during the upcoming months. If you have any questions about the program please consult your local VDOT representative or contact VDOT's Revenue Sharing Program Manager, Debbi Webb-Howells, at (804) 786-1519 or by email at [Debbi.Webb-Howells@VDOT.Virginia.gov](mailto:Debbi.Webb-Howells@VDOT.Virginia.gov). I can also be reached at (804) 786-0334 or by email at [Jennifer.Debruhl@VDOT.Virginia.gov](mailto:Jennifer.Debruhl@VDOT.Virginia.gov).

Sincerely,

Jennifer B. Debruhl  
Director, Local Assistance Division

Cc: Commonwealth Transportation Board  
Gregory A. Whirley  
Virginia Association of Counties  
Virginia Municipal League